

**Appendix A to
“A Method for Developing Mariner Assessments”**

**MARINER ASSESSMENT PROCEDURES FOR THE
PERFORMANCE OF LOOKOUT DUTIES**

This appendix contains example procedures for assessing a mariner’s ability to perform *lookout duties*. The assessment package consists of assessor instructions, candidate instructions, seven assessment worksheets and an assessment control sheet for documenting the final results of the assessment.

This report may be downloaded from the U.S. Coast Guard Research and Development Center web site at <http://www.rdc.uscg.mil>.

TABLE OF CONTENTS

Assessor Instructions	1
Candidate Instructions	5
Assessment Control Sheet	9
Assessment Worksheet I.....	11
Assessment Worksheet II	12
Assessment Worksheet III	14
Assessment Worksheet IV	16
Assessment Worksheet V	18
Assessment Worksheet VI.....	19
Assessment Worksheet VII.....	20
References.....	21

ASSESSOR INSTRUCTIONS

Introduction

The following procedures are designed for assessing a candidate's ability to perform lookout duties. The assessment includes demonstrating lookout techniques and making lookout reports in restricted visibility and in clear visibility during daylight and at night.

The assessment materials include Assessor Instructions, Candidate Instructions, an Assessment Control Sheet, and seven separate assessment modules (Assessment Worksheets I-VII). The Assessor Instructions describe the assessment objectives, method, performance measures, and performance standards. The Assessor Instructions also list the responsibilities of the assessor during each phase of the assessment process. The Candidate Instructions explain the assessment process from the candidate's perspective and define the responsibilities of the candidate.

The Assessment Control Sheet provides a record of the names of the candidate, assessor, and qualified instructor who certified that the candidate met the training prerequisites for assessment. The control sheet also includes the date and location of the assessment and the STCW reference information for the competency area being assessed. Section 3 of the Assessment Control Sheet provides space for the assessor to record the candidate's score on each assessment objective. Finally, section 4 of the control sheet summarizes the assessment objectives and the actions comprising each objective.

As the assessor, you will evaluate the candidate's ability to complete the assessment objectives correctly. Using the scoring procedures described below, you will provide the candidate with a separate score for each assessment objective and compile these scores into a final score for the entire lookout assessment. The scores for each assessment objective and the candidate's overall score for the entire assessment are to be recorded on the Assessment Control Sheet.

The rest of this section briefly describes the various components of this assessment. Assessment Worksheets I through VII provide additional information about the assessment objectives, method, conditions, performance measures and performance standards.

Assessment Objectives

During this assessment, the candidate should demonstrate his or her ability to:

1. Describe lookout duties and responsibilities.
2. Identify lookout stations and safe routes onboard.
3. Describe and identify the international distress signals.
4. Demonstrate lookout techniques and make lookout reports in clear visibility during daylight.
5. Demonstrate lookout techniques and make lookout reports in clear visibility at night.
6. Demonstrate lookout techniques and make lookout reports in restricted visibility during daylight or at night.

7. Demonstrate the use of lookout equipment.
8. Demonstrate man overboard procedures.
9. Demonstrate lookout watch relief procedures.

Assessment Method

Although candidates can demonstrate their knowledge of the lookout duties in a written test, to ensure proficiency in the actual operating environment, candidates should undergo assessment either in a bridge simulator or onboard ship. This assessment package can be applied using either method.

Assessment Conditions

Candidates should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.

The conditions for Assessment Worksheets IV, V and VI are as follows:

- IV – Clear visibility during daylight.
- V – Clear visibility at night.
- VI – Restricted visibility during daylight or at night.

The conditions for the other assessment modules (worksheets I, II, III, and VII) can be any of the above.

Performance Measures and Standards

Each assessment objective is comprised of one or more actions. Each action has one or more corresponding performance measures and standards. For example, assessment objective 7 requires five different actions (see section 2 of *Assessment Worksheet V* on p. 16). Note that within one action there may be more than one performance measure. For example, in the case of action 7.3, the candidate has to pass both measures in order to pass the action. If a candidate fails one measure, he or she fails the action.

Note that if a candidate fails an assessment objective, he or she automatically fails the entire assessment. If this occurs, you should terminate the assessment without proceeding to the next objective.

Assessment Checklist

The following checklist summarizes the tasks and responsibilities of the assessor at each phase of the assessment process.

Preparing for the Lookout Assessment

- ❑ Gather Lookout assessment materials.
- ❑ Prepare the assessment area(s), test facility, and/or lookout station.
- ❑ Prepare and arrange for necessary lookout equipment; ensure that all equipment is operational.
- ❑ If you are using a simulator, check all exercise scenarios to ensure that they include all necessary assessment conditions.
- ❑ If you are conducting a shipboard assessment, ensure that objects are present for the candidate to observe and report.
- ❑ Identify and observe necessary safety precautions.
- ❑ Schedule assessment and inform all affected personnel.
- ❑ Review the *Assessment Control Sheet*, *Assessment Worksheets*, and *Candidate Instructions*.

Briefing the Candidate before the Assessment

- ❑ Provide the candidate with a copy of the *Candidate Instructions* and *Assessment Control Sheet*.
- ❑ Review the lookout assessment instructions with the candidate and answer any questions.
- ❑ Discuss the assessment objectives and explain any that require the use of non-standard procedures, such as the use of lookout reporting by degrees if the standard procedure onboard your vessel is by points.
- ❑ Explain the lookout assessment performance measures and standards.
- ❑ Advise the candidate of the time constraints, including when the assessment will begin and under what circumstances the assessment will be terminated.
- ❑ Inform the candidate that he or she should use appropriate marine terminology and nomenclature during all phases of the assessment.
- ❑ Discuss the desired outcome(s) and consequences of failing to perform part or all of the lookout assessment.
- ❑ Remind the candidate that it is permissible to ask questions during the assessment, especially if he or she has a safety concern.
- ❑ Inform the candidate that he or she must have vision correctable to at least 20/40 in each eye and uncorrected vision of at least 20/200 in each eye. His or her color sense must be determined to be satisfactory, without the use of color-sensing lenses.
- ❑ Inform the candidate that all phases of the assessment are to be conducted in English.
- ❑ Discuss the candidate's willingness to be assessed under the circumstances presented.

Observing the Candidate's Performance

- ❑ If a safety violation occurs, terminate the assessment immediately.
- ❑ Continuously observe the candidate during the assessment. Require that standard procedures or company policy be adhered to, except when assessment procedures require demonstration of knowledge or skill different from a convention adopted by the company (e.g., use of degrees to report sightings when points are the convention).
- ❑ Ensure realistic assessment conditions consistent with a normal working environment for the lookout. Do not allow the candidate to “learn the test” by observing the performance of other assessment candidates.
- ❑ Avoid giving the candidate unsolicited assistance, but respond to appropriate questions and provide appropriate equipment when required.
- ❑ Remain objective and maintain positive control of the assessment process at all times.

Recording Results and Determining Assessment Outcome

- ❑ Record performance on the appropriate lookout assessment worksheet.
- ❑ Strictly adhere to the prescribed scoring procedure(s).
- ❑ Determine and document the outcome of the assessment, then transfer the final results to the *Assessment Control Sheet*.
- ❑ Attest to successful demonstration of tasks in the Training Record Book (TRB), if appropriate.

Debriefing the Candidate

- ❑ Debrief the candidate as soon as possible after the assessment.
- ❑ Provide the candidate with a copy of the *Assessment Control Sheet*.
- ❑ Restate the assessment objectives.
- ❑ Focus on positive accomplishments first.
- ❑ Identify areas needing improvement.
- ❑ If the candidate failed to demonstrate proficiency, jointly develop an improvement plan to prepare for reassessment.

CANDIDATE INSTRUCTIONS

In this assessment, you will be evaluated on your ability to perform **lookout** duties. Table 1 shows the 1995 *STCW Code* specification for the performance of lookout duties.

Table 1. *STCW Code* specification for the performance of lookout duties.

STCW Requirement	1995 <i>STCW Code</i> , Section A-II/4 (p. 68): Mandatory minimum requirements for certification of ratings forming part of a navigational watch.
STCW Function	Navigation at the support level.
STCW Competence	Keep a proper lookout by sight and hearing.
STCW Proficiency	Responsibilities of a lookout, including reporting the approximate bearing of a sound signal, light or other object in degrees or points.

Assessment Objectives and Method

Your assessment will occur either onboard ship while underway or in a bridge simulator. A qualified assessor will assess you on your ability to meet the nine assessment objectives in the first column of Table 2. Note that each assessment objective has a corresponding assessment method. Performance measured by “oral or written questions” means your assessor will ask you questions pertinent to the objective and assess your ability to respond correctly to each question. Performance measured by “demonstration” means your assessor will ask you to demonstrate your ability to perform the actions required in the objective.

Table 2. Assessment objectives for lookout duties.

Assessment Objective	Assessment Type
1. Describe lookout duties and responsibilities	Oral or written questions
2. Identify lookout stations and safe routes on board	Oral or written questions
3. Describe and identify the international distress signals	Oral or written questions
4. Demonstrate lookout techniques and make lookout reports in clear visibility during daylight	Practical demonstration
5. Demonstrate lookout techniques and make lookout reports in clear visibility at night	Practical demonstration
6. Demonstrate lookout techniques and make lookout reports in restricted visibility during daylight or at night	Practical demonstration
7. Demonstrate the use of lookout equipment	Practical demonstration
8. Demonstrate man overboard procedures	Practical demonstration
9. Demonstrate lookout watch relief procedures	Practical demonstration

Refer to section 4 of the *Assessment Control Sheet* for a list of the specific actions required for each objective (you should receive a copy of this document from your assessor during your pre-assessment briefing). Below are some general guidelines for what you should expect during the assessment process.

Pre-Assessment Briefing with Assessor

Your pre-assessment briefing should occur approximately a week in advance of the scheduled assessment, if possible. [Note: This may not be practical or feasible for many of the trial implementations conducted for research purposes.] This will help you and the assessor to be well prepared for the assessment when it actually occurs. During this briefing, you should:

- Discuss your prior experience, training, and/or company policy with the assessor. On the basis of these qualifications, discuss whether you are qualified to undertake the lookout assessment. If you both agree you are qualified, then continue with the assessment process. If not, arrange for additional on-the-job or simulator training, and set a date for another review of your qualifications.
- Obtain a copy of the *Assessment Control Sheet* from your assessor. Review it and discuss the scope and depth of knowledge covered by the Lookout assessment. Ask questions about any part of the assessment that is unclear.
- Review the Lookout assessment performance measures and standards, and ask any questions you have about them.
- Discuss the desired outcome(s) and the consequences of failing to perform any part of the Lookout assessment.
- Discuss the general Lookout assessment procedures. Your assessor will inform you of how much time is allowed, when the assessment begins, and under what circumstances he or she will terminate the assessment.
- Discuss any non-standard procedures that are expected of you during the assessment. For example, on some ships, standard procedure is to report objects by use of bells or points, but during the lookout assessment you must also report objects using degrees.
- Consider whether you are willing to be assessed under the circumstances presented and advise the assessor of your willingness to undertake the assessment.

Participation in the Assessment

Your assessor will continuously observe you during the assessment. You are expected to adhere to standard procedures or company policy unless the assessor briefs you on a requirement to perform a non-standard procedure. During the assessment, remember to:

- Use appropriate marine terminology and nomenclature at all times.

- Listen to an entire question before responding or acting. Remember that you may not use reference material of any kind during the oral and written questions portion of the assessment.
- Ask questions if you have a safety concern. The assessor will provide you with appropriate responses to your questions. If a safety violation occurs, the assessor will terminate the assessment immediately.

Your assessor will ensure realistic assessment conditions consistent with the normal working environment for a lookout.

The Outcome of Your Assessment

The assessor will record your performance on a series of *Assessment Worksheets*. He or she will score each assessment objective on a “Pass/Fail” basis. Acceptable performance (a “Pass” score) will be based on your ability to correctly respond to examination questions. It will also be based on your ability to perform assigned tasks safely in a manner that demonstrates:

- The required level of skill, knowledge, and ability.
- Sound and professional judgment.

Unacceptable performance (a “Fail” score) will be based on your failure to perform a critical phase of the assessment exercise at an acceptable level of proficiency. When this occurs, your assessment will be suspended and postponed until you receive further instruction and training.

Note that the following events will terminate an assessment immediately:

- An action, or lack of action, by you which required corrective action or intervention by the assessor to prevent injury, damage, or the development of a hazardous condition.
- Your failure to use proper procedures, including appropriate communication procedures, during the assessment.
- Your failure to take prompt corrective action when required.

The assessor will strictly adhere to pre-determined scoring procedures, and will document the outcome of the assessment. He or she will transfer the final results of your assessment to the *Assessment Control Sheet*.

Assessment Debriefing

You and the assessor should discuss the assessment results as soon as possible after the assessment. During the debriefing:

- The assessor should provide you with a copy of the *Assessment Control Sheet* describing the results of your lookout assessment.
- The assessor should restate the assessment objective(s) and identify those that you successfully demonstrated.
- You and the assessor should discuss the areas in which you need improvement, and then develop an improvement plan based on the lookout assessment outcome(s).

Special Instructions for Lookout Assessments

- You must have vision correctable to at least 20/40 in each eye and uncorrected vision of at least 20/200 in each eye. Your color sense must be determined to be satisfactory, without the use of color sensing lenses (46 CFR 10.205).
- All phases of the lookout assessment are to be conducted in the English language.

ASSESSMENT CONTROL SHEET

Section 1. Assessment Reference Information

1. Name of Candidate	2. Name of Designated Assessor	3. Signature of Qualified Instructor ¹
4. Date of Assessment	5. Assessment Location ²	

Section 2. STCW Reference Information

Assessment Area	<i>Performance of lookout duties.</i>
Assessment Method	Shipboard assessment and/or ship bridge simulator assessment.
STCW Requirement	1995 <i>STCW Code</i> , Section A-II/4, p. 68 – Mandatory minimum requirements for certification of ratings forming part of a navigational watch.
STCW Function	Navigation at the support level.
STCW Competence	Keep a proper lookout by sight and hearing.
STCW Proficiency	Responsibilities of a lookout, including reporting the approximate bearing of a sound signal, light or other object in degrees or points.

Section 3. Assessment Objectives, Types and Outcomes

Assessment Objective	Assessment Type	Assessment Outcome	
1. Describe lookout duties and responsibilities.	Oral or written questions	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
2. Identify lookout stations and safe routes.	Oral or written questions	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
3. Describe and identify the international distress signals.	Oral or written questions	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
4. Demonstrate lookout techniques and make lookout reports in clear visibility during daylight.	Practical demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
5. Demonstrate lookout techniques and make reports in clear visibility at night.	Practical demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
6. Demonstrate lookout techniques and make lookout reports in restricted visibility during daylight or at night.	Practical demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
7. Demonstrate the use of lookout equipment.	Practical demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
8. Demonstrate man overboard procedures.	Practical demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
9. Demonstrate lookout watch relief procedures.	Demonstration	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
COMMENTS:	FINAL SCORE	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

¹ The qualified instructor certifies that the candidate has met the training prerequisites.

² Write the name of the simulator or vessel used and her location during the assessment (e.g., Massachusetts Maritime Academy training simulator; *S/R Long Beach* – Day 1 of Puget Sound to Valdez run, etc.).

Section 4. Assessment Worksheet Summary

Assessment Worksheet	Assessment Objective	Action
I	1. Describe lookout duties and responsibilities. 2. Identify lookout stations and safe routes on board. 3. Describe and identify the international distress signals.	1.1 Describe lookout duties and responsibilities. 2.1 Identify lookout stations on board. 2.2 Identify safe routes to and from lookout stations. 3.1 Describe and identify the international distress signals.
II	4. Demonstrate lookout techniques and make lookout reports <i>in clear visibility during daylight</i> .	4.1 List sightings that should be reported when detected. 4.2 Report sighted objects using the ship's bell. 4.3 Report sighted objects verbally using degrees. 4.4 Report sighted objects verbally using points. 4.5 Report sky objects verbally using points. 4.6 Report audible targets verbally using points.
III	5. Demonstrate lookout techniques and make lookout reports <i>in clear visibility at night</i> .	5.1 Report sighted objects using the ship's bell. 5.2 Report sighted objects verbally using degrees. 5.3 Report sighted objects verbally using points. 5.4 Report sky objects verbally using points. 5.5 Report audible targets verbally using points.
IV	6. Demonstrate lookout techniques and make lookout reports <i>in restricted visibility during daylight or at night</i> .	6.1 Report sighted objects using the ship's bell. 6.2 Report sighted objects verbally using degrees. 6.3 Report sighted objects verbally using points. 6.4 Report sky objects verbally using points. 6.5 Report audible targets verbally using points.
V	7. Demonstrate the use of lookout equipment.	7.1 Demonstrate the use of ship's bell. 7.2 Demonstrate the use of internal communications. 7.3 Demonstrate the use and care of binoculars. 7.4 Demonstrate the ability to take bearing using a bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. 7.5 List personal equipment for lookout.
VI	8. Demonstrate man overboard procedures.	8.1 Throw a ring life buoy to the man overboard. 8.2 Sound the alarm. 8.3 Keep the victim in sight at all times.
VII	9. Demonstrate lookout watch relief procedures.	9.1 Remain at your lookout station until you are properly relieved. 9.2 Do not allow anyone to relieve you until he or she has established night vision, or if for any reason you suspect that your relief is unable to carry out the duties of lookout. 9.3 Pass on information to your relief. 9.4 Call the bridge if you are not properly relieved.

ASSESSMENT WORKSHEET I

Section 1. Assessment Conditions

Assessment Objectives	<ol style="list-style-type: none"> 1. Describe lookout duties and responsibilities. 2. Identify lookout stations and safe routes onboard. 3. Describe and identify the international distress signals.
Assessment Method	Oral or written questions.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	Examination proctor, test instrument, answers, and associated references.
Initial Condition	This assessment may be conducted either before or after the practical demonstration of lookout skills.

Section 2. Actions, Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
1.1 Describe lookout duties and responsibilities.	Answers question: <i>What are the duties and responsibilities of the lookout?</i>	Specifies that a lookout's duties are: sighting, identifying, and accurately reporting to the responsible authority all objects or sounds detected.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
2.1 Identify lookout stations on board.	Answers question: <i>Identify three common lookout stations on this vessel.</i>	Specifies: <ul style="list-style-type: none"> <input type="checkbox"/> Bridge. <input type="checkbox"/> Bridge wings. <input type="checkbox"/> Bow. 	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
2.2 Identify safe routes to and from lookout stations.	Answers question: <i>Identify the safe routes to the bow lookout station on this vessel.</i>	Identifies safe routes to and from bow lookout station.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
3.1 Identify and describe the international distress signals.	Answers question: <i>Describe and identify six international distress signals.</i>	Identifies and describes six of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Red star shells. <input type="checkbox"/> Fog horn continuing sounding. <input type="checkbox"/> Flames on a vessel. <input type="checkbox"/> Gun fired at intervals of 1 minute. <input type="checkbox"/> Orange background black ball & square. <input type="checkbox"/> SOS. <input type="checkbox"/> "Mayday" by radio. <input type="checkbox"/> Parachute red flare. <input type="checkbox"/> Dye marker (any color). <input type="checkbox"/> Code flags November Charlie. <input type="checkbox"/> Square flag and ball. <input type="checkbox"/> Wave arms. <input type="checkbox"/> Radiotelephone alarm. <input type="checkbox"/> Position indicating radio beacon. <input type="checkbox"/> Smoke. 	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:			FINAL SCORE <input type="checkbox"/> Pass <input type="checkbox"/> Fail

ASSESSMENT WORKSHEET II

Section 1. Assessment Conditions

Assessment Objective	4. <i>Demonstrate lookout techniques and make lookout reports in clear visibility during daylight.</i>
Assessment Method	Shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment should be conducted in clear visibility during daylight. The assessor should ensure there are reportable objects in sight.

Section 2. Actions, Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
4.1 List the sightings that should be reported when detected.	Answers question: <i>Identify six of the sightings that should be reported when detected by the lookout.</i>	Correct response includes six of the following sightings: <input type="checkbox"/> Distress signals. <input type="checkbox"/> Persons in distress (man overboard, shipwrecked survivors, calls for help). <input type="checkbox"/> Vessels and/or aircraft in distress. <input type="checkbox"/> Derelicts, wreckage, floating or partially submerged debris. <input type="checkbox"/> Pollution incident (oil spill, a sheen on the water). <input type="checkbox"/> Vessel traffic and/or aircraft. <input type="checkbox"/> Aids to navigation (navigation buoys and lights). <input type="checkbox"/> Danger to the vessel or hazards to navigation (land, sighting or hearing breaking surf, obstructions, discoloration of the water). <input type="checkbox"/> Reduction in visibility due to fog, mist, falling. snow, heavy rainstorms, sandstorms, or any other similar cause. <input type="checkbox"/> Change in weather. <input type="checkbox"/> Hearing other vessels or aids to navigation (bell, gong, fog horn, or maneuvering signals). <input type="checkbox"/> Ice. <input type="checkbox"/> Unusual sightings or any unreported change in the field of view or sector. <input type="checkbox"/> Sightings of marine life in compliance with the Endangered Species Act / Marine Mammal Protection Act (50 CFR 222), such as humpback or North Atlantic right whales, stellar sea lions, or sea turtles.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4.2 Report sighted objects using the ship's bell.	Reports sighted objects using the ship's bell	Reports at least 3 surface objects using the ship's bell. Improper reporting constitutes failure. Failure to detect visible objects within in a specified sector of view constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Section 2 – Actions, Performance Measures, Standards, and Scores (continued)

4.3 Report sighted objects verbally using degrees.	Reports sighted objects verbally using degrees	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects. <input type="checkbox"/> What (type) of objects). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within 22-1/2° of the actual bearing of detected targets <input type="checkbox"/> How far-off (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4.4 Report sighted objects verbally using points.	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects. <input type="checkbox"/> What (type of objects). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. <input type="checkbox"/> How far-off (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4.5 Report sky objects verbally using points. ³	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 sky objects. Reports all visible objects. <input type="checkbox"/> What (type of objects). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. Failure of any of the above three standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4.6 Report audible target verbally using points. ³	Reports audible target verbally using points	<input type="checkbox"/> Verbally reports at least 3 audible targets. Reports all audible objects. <input type="checkbox"/> What (type of objects). <input type="checkbox"/> Where (bearings, relative or true). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. Failure of any of the above three standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

³ Successful completion of this action in any condition of visibility satisfies requirement.

ASSESSMENT WORKSHEET III

Section 1. Assessment Conditions

Assessment Objective	5. Demonstrate lookout techniques and make lookout reports in clear visibility at night.
Assessment Method	Shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment should be conducted in clear visibility at night. The assessor should ensure there are reportable objects in sight.

Section 2. Actions, Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
5.1 Report sighted objects using the ship's bell.	Reports sighted objects using the ship's bell	Reports at least 3 surface objects using the ship's bell. Failure to detect visible objects within in a specified sector of view constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
5.2 Report sighted objects verbally using degrees.	Reports sighted objects verbally using degrees	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within 22-1/2° of the actual bearing of detected targets. <input type="checkbox"/> How far-off (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
5.3 Report sighted objects verbally using points.	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects. <input type="checkbox"/> What (type of objects). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. <input type="checkbox"/> How far (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Section 2. Actions, Performance Measures, Standards, and Scores (continued)

5.4 Report sky objects verbally using points. ⁴	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. <input type="checkbox"/> How far (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above three standards constitutes failure..	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
5.5 Report audible target verbally using points. ⁴	Reports audible target verbally using points	<input type="checkbox"/> Verbally reports at least 3 audible targets. Reports all audible objects. <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. Failure of any of the above three standards constitute failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

⁴ Successful completion of this action in any condition of visibility satisfies requirement.

ASSESSMENT WORKSHEET IV

Section 1. Assessment Conditions

Assessment Objective	6. Demonstrate lookout techniques and make lookout reports in restricted visibility.
Assessment Method	Shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment should be conducted in restricted visibility during daylight or at night. The assessor should ensure there are reportable objects in sight.

Section 2. Actions, Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
6.1 Report sighted objects using the ship's bell.	Reports sighted objects using the ship's bell	Reports at least 3 surface objects using the ship's bell. Failure to detect visible objects within in a specified sector of view constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
6.2 Report sighted objects verbally using degrees.	Reports sighted objects verbally using degrees	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within 22-1/2° of the actual bearing of detected targets. <input type="checkbox"/> How far (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitute failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
6.3 Report sighted objects verbally using points.	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects. <input type="checkbox"/> What (type of objects). <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. <input type="checkbox"/> How far (hull-down, on the horizon, hull-up, close aboard). Failure of any of the above four standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
6.4 Report sky objects verbally using points. ⁵	Reports sighted objects verbally using points	<input type="checkbox"/> Verbally reports at least 3 surface objects. Reports all visible objects. <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. Failure of any of the above three standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

⁵ Successful completion of this action in any condition of visibility satisfies requirement.

Section 2. Actions, Performance Measures, Standards, and Scores (continued)

6.5 Report audible targets verbally using points. ⁶	Reports audible targets verbally using points	<input type="checkbox"/> Verbally reports at least 3 audible targets. Reports all audible objects. <input type="checkbox"/> What (type of objects) <input type="checkbox"/> Where (bearings, relative or true). Reports must be within ± 2 points of the actual bearing of detected targets. Failure of any of the above three standards constitutes failure.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

⁶ Successful completion of this action in any condition of visibility satisfies requirement.

ASSESSMENT WORKSHEET V

Section 1. Assessment Conditions

Assessment Objective	7. Demonstrate the use of lookout equipment.
Assessment Method	Practical skill demonstration, shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment may be conducted in any condition of visibility. It is essential that reportable objects be in sight.

Section 2. Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
7.1 Demonstrate the use of ship's bell.	Reports sighted objects using the ship's bell.	Satisfied by item 3.2 (Reporting sighted objects using the ship's bell).	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7.2 Demonstrate the use of internal communications (sound-powered telephone, walkie-talkie, etc.).	Reports sighted objects verbally.	Satisfied by items 3.3 (Reporting sighted objects verbally using degrees on the sound-powered telephone); 3.4 (Reporting sighted objects verbally using points on the sound-powered telephone); and 3.5 (Reporting audible target verbally using points on the sound-powered telephone).	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7.3 Demonstrate the use, care and focusing of binoculars.	Detects visual targets using binoculars. Describes care and use of binoculars.	<input type="checkbox"/> Demonstrates focus by identifying far object requiring use of binoculars. <input type="checkbox"/> Demonstrates systematic scanning technique. <input type="checkbox"/> Identifies correct stowage procedures.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7.4 Demonstrate the ability to take bearing using a bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus.	Observes bearing using a bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus.	Sighted objects are observed within $\pm 3^\circ$ of the actual bearing.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7.5 List personal equipment for lookout (flash light, sun glasses, foul weather gear, etc.).	Answers question: <i>Identify the personal equipment you should bring with you when you perform lookout.</i>	At a minimum, correct response includes: <input type="checkbox"/> Flashlight. <input type="checkbox"/> Sunglasses. <input type="checkbox"/> Foul weather gear. <input type="checkbox"/> Hat.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

ASSESSMENT WORKSHEET VI

Section 1. Assessment Conditions

Assessment Objective	8. <i>Demonstrate man overboard procedures.</i>
Assessment Method	Shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment may be conducted in any condition of visibility. It is essential that reportable objects be in sight. The designated assessor simulates man overboard to starboard or port.

Section 2. Actions, Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
8.1 Throw a ring life buoy to the man overboard.	Throws ring life buoy.	<input type="checkbox"/> Releases ring life buoy immediately. <input type="checkbox"/> Throws it over the person in the water so that he/she can grab the floating line first. <input type="checkbox"/> Exercises caution not to strike the person with the ring life buoy.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
8.2 Sound the alarm.	Reports man overboard to the bridge.	<input type="checkbox"/> Immediately shouts "Man overboard-Man, overboard-Man overboard to starboard (or port)." <input type="checkbox"/> Indicates the side on which the person fell over in order to assist the bridge watch in determining the proper avoidance action.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
8.3 Keep the victim in sight at all times.	Points at the victim.	<input type="checkbox"/> Establishes and maintains visual contact. <input type="checkbox"/> Points in the direction of the person in the water. <input type="checkbox"/> Remains on station until he or she is properly relieved or ordered otherwise.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

ASSESSMENT WORKSHEET VII

Section 1. Assessment Conditions

Assessment Objective	9. <i>Demonstrate the lookout watch relief procedure.</i>
Assessment Method	Practical skill demonstration, shipboard assessment and/or ship bridge simulator assessment.
Candidate Orientation	Assessor briefs the candidate on assessment methods, conditions, and standards.
Required Equipment, Apparatus, and/or Tools	The candidate should be posted at a lookout station equipped with an internal communications system, ship's bell, 7x50 individual eye focus binoculars, and bearing repeater fitted with a bearing/azimuth circle, alidade, or pelorus. The lookout station should be clear and the assessor must be able to observe activities.
Initial Conditions	The assessment may be conducted in any condition of visibility. It is essential that reportable objects are in sight.

Section 2. Performance Measures, Standards, and Scores

Action	Performance Measure	Performance Standard	Score
9.1 Remain at your lookout station until you are properly relieved.	Answers question: <i>When can a lookout leave his or her station before being relieved?</i>	Correct response is <i>never</i> .	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
9.2 Do not allow anyone to relieve you until they have established their night vision or if for any reason, you suspect that your relief is unable to carry out the duties of lookout.	Answers question: <i>When being relieved during darkness, what is an important consideration before handing over the watch to your relief?</i>	Correct response is that the lookout should ensure that his or her relief has established night vision before handing over the watch.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
9.3 Pass on information to your relief.	Answers question: <i>What items of information constitute an adequate watch relief report?</i>	Correct response includes all of these items: <input type="checkbox"/> The location of any object(s) in sight. <input type="checkbox"/> Object(s) previously reported. <input type="checkbox"/> The present and past weather. <input type="checkbox"/> Any special instructions or safety precautions. <input type="checkbox"/> Brief description of your watch activities. <input type="checkbox"/> The status of the navigation lights.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
9.4 Call the bridge if you are not properly relieved.	Answers question: <i>What action do you take if you are not properly relieved?</i>	Correct response is to report to bridge that no relief has arrived.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
COMMENTS:		FINAL SCORE	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

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